

TAX INFORMATION FORM

NAME _____ I.D.# _____ M.S. _____

JOB TITLE _____ SECTION _____

DESCRIPTION OF JOB RESPONSIBILITIES _____

ARE YOU IN A DEGREE PROGRAM? YES _____ NO _____

IF YES, NAME OF DEGREE _____ MAJOR _____

CHECK ONE:

_____ 1. Education maintains or improves skills required in your present job. Give a specific description of how the education maintains or improves skills: _____

_____ 2. Education will qualify you for a new trade or business or is needed to met the minimum education requirements of your current job. Give a specific description of the new trade or business or the minimum requirements you are meeting : _____

EMPLOYEE SIGNATURE: _____ DATE: _____

APPROVALS

I have reviewed this form and agree with the student's assessment of his/her job and educational program

SUPERVISOR: _____ DATE: _____

Educational program is _____ Non-taxable _____ Taxable.

HUMAN RESOURCES: _____ DATE: _____